

Message Text

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ACTION EA-09

INFO OCT-01 SY-05 ISO-00 FBOE-00 A-01 OC-06 CCO-00

USIA-15 /037 W

-----000029 290956Z /10

R 290625Z JUL 77

FM AMCONSUL SYDNEY

TO SECSTATE WASHDC 7725

AMEMBASSY CANBERRA

INFO USIA WASHDC

UNCLAS SECTION 1 OF 2 SYDNEY 1669

E.O. 11652: N/A

TAGS: AFSP, ASEC, ACOM

SUBJECT: NEW SYDNEY CONGEN OFFICES

REFS: (A) SYDNEY 1663, (B) STATE 163830, (C) SYDNEY 1429

LISTED BELOW IS THE INFORMATION REQUESTED IN PARAGRAPH 3,
OF REF B.

1. THE 24,105 GROSS SQUARE FOOTAGE REQUIREMENTS IN OUR
MESSAGE (REF C) WERE DEVELOPED FROM THE FBO ARCHITECTURAL
DESIGN CRITERIA BOOKLET, JANUARY, 1975, USING MINIMUM SPACE
REQUIREMENTS FOR EMPLOYEES AT CLASS IV EMBASSY (CONGENS
NOT LISTED). USIS HAS NOW REVISED ITS REQUEST AND THE NEW
PROJECTED TOTAL REQUIREMENTS AND ALLOCATIONS ARE:

A. STATE: NET GROSS BY
 SECTION

(1) CONSUL GENERAL - DAVIS	450	1,590
SECRETARY, FILE ROOM, RECEPTION		
AREA - MILLS	225	
CONFERENCE ROOM	375	

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KWL POLITICAL/ECONOMIC OFFICER	225	568
SECRETARY, FILES	150	

(3) CONSULAR OFFICER - JONES (PP)	225	4,696
JUNIOR CONSULAR OFFICER - BRENNAN		
(NIV)	150	
JUNIOR CONSULAR OFFICER - MALONE (IV)	150	

CONSULAR ASSISTANTS - 3 (1 EACH,
PP, NIV, IV) 450
CONSULAR CLERKS - 7 (2-PP, 2-IV,
3-NIV); 1 PIT (NIV) 550
WAITING ROOMS 900
FILE ROOMS OR AREAS 300
STORAGE AREA - DECEASED EFFECTS 150
REQUESTED ADDITIONAL OFFICER AND
CLERK (150 PLUS 75) 225

(4) ADMINISTRATIVE OFFICER - JUNK 225 3,752
ADMINISTRATIVE ASSISTANTS - 2 (GSO
AND B&F) 300
SECRETARY, WAITING ROOM, FILES 225
COMMERCIAL MAIL AREA AND DRIVER'S ROOM
75
SUPPLIES, ZEROX AND MIMEOGRAPH
MACHINE AREAS 75
C&R AREA, INCLUDING MAIL, POUCH, ETC.
-WALKER AND HINEN 1,500
AUTHORIZED ADDITIONAL ADMIN. CLERK 75

(5) COMMERCIAL OFFICER - WENTWORTH 225 2,614
JUNIOR COMMERCIAL OFFICER - HAWLEY 150
2 SECRETARIES, WAITING AREA 225
3 ASSISTANTS 450
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LIBRARY 600
FILES 75

(6) STORE ROOM - OFFICE SUPPLIES,
FURNITURE, ETC. 900 2,954
RECEPTION AREA FOR CONGEN, INCLUDING
TELEPHONE EQUIPMENT ROOM, SY
ARRANGEMENTS FOR CONTROL OF
VISITORS, AND TELEPHONIST/
RECEPTIONIST 600
LIBRARY 150
KITCHENETTE 75
STAFF LOUNGE - HEALTH ROOM,
LUNCHROOM, ETC. 225

(7) EXPANSION FACTOR (10 PERCENT OF
OFFICE SPACE) 635 962

(8) SUBTOTAL - NET SPACE REQUIREMENTS 11,310

(9) HALLS, CORRIDORS, ETC. (GROSS
MINUS NET) 5,826

(10) GROSS SPACE REQUIREMENTS
(NET DIVIDED BY EFFICIENCY
FACTOR OF 66 PERCENT) 17,136 17,136

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INFO OCT-01 ISO-00 SY-05 FBOE-00 A-01 OC-06 CCO-00
USIA-15 /037 W
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B. USIS

(1) WAITING ROOM	150
LIBRARY	1,200
AUDIO-VISUAL ROOM	1,200
LIBRARY WORK SPACE	200
MEDIA OPERATIONS ROOM	450
WF/TELEX (2) MAIL ROOM	400
CULTURAL AFFAIRS ASSISTANT	150
PROGRAM ASSISTANT	150
MEDIA ASSISTANT	150
PAO	225
CAO	225
SECRETARY/FILES	150
PROGRAM FILES	100
CONFERENCE ROOM	250

(2) SUBTOTAL - NET SPACE REQUIREMENTS 5,000

(3) HALLS, CORRIDORS, ETC. 2,576

(4) GROSS SPACE REQUIREMENTS 7,576 7,576

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(1) NET	1,300	
(2) HALLS, CORRIDORS, ETC.	670	
(3) GROSS SPACE REQUIREMENTS	1,970	1,970

D. GRAND TOTALS:

(1) NET	17,610	
(2) HALLS, CORRIDORS, ETC.	9,072	
(3) GROSS SPACE REQUIREMENTS	26,682	26,682

2. WE BELIEVE THE DEPARTMENT WILL AGREE THAT THESE NET REQUIREMENTS REPRESENT THE MINIMUM NEEDS AT THIS TIME. THE TWO BUILDINGS PRESENTLY UNDER CONSIDERATION BOTH HAVE TOILETS, ELEVATORS, AND FIRE ESCAPE SAIWAYS INCLUDED IN THE CORE AREA, THUS ALLOWING FOR A PROBABLE REDUCTION IN GROSS SPACE REQUIREMENTS. WE WOULD HOPE TO USE ANY SPACE GAINED THEREFROM AS AN OFFICE FOR OUR NUMEROUS TDY'ERS, THE AMBASSADOR WHEN IN SYDNEY (APPROXIMATELY 25 VISITS LAST YEAR), ETC. SY CONSIDERATIONS ON RESTRICTION OF VISITORS MAY MAKE CONSTRUCTION OF SEPARATE PUBLIC TOILETS, AN INTERNAL STAIRWAY, AND/OR A LARGER USIS WAITING ROOM DESIRABLE. THE CURRENT SPACE PROBLEM REACHED THE CRITICAL STAGE WHEN A POLITICAL/ECONOMIC OFFICER POSITION WAS ESTABLISHED WITH RESULTANT NEEDS FOR OFFICES FOR BOTH AN OFFICER AND A SECRETARY. WE WOULD LIKE TO HAVE ENOUGH SPACE AT THE NEW SITE SO THAT THE ESTABLISHMENT OF AN ADDITIONAL POSITION WOULD NOT AGAIN HAMPER THE CONSULATE GENERAL'S OPERATION. WE WANT THIS MOVE TO BE THE LAST ONE FOR A LONG, LONG TIME. ON THE OTHER

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HAND, WITH JUDICIOUS PLANNING OF HALLWAYS AND CORRIDORS WE ARE CONFIDENT WE WILL BE ABLE TO REDUCE THE TOTAL REQUIREMENTS IN THE BUILDINGS NOW UNDER CONSIDERATION, AND WILL, OF COURSE, DO SO. HOWEVER, FOR PLANNING PURPOSES AT THIS STAGE, WE BELIEVE THE ABOVE-STATED 26,682 GROSS SQUARE FEET SHOULD BEUSED.

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